

**RECORD OF PROCEEDINGS
MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
SANTA FE BUSINESS IMPROVEMENT DISTRICT**

Held: Tuesday, November 20, 2018, at 3:08 pm at Semple Brown Design, 1160 Santa Fe Drive, Denver, CO 80204.

ATTENDANCE:

A regular meeting of the Board of Directors of Santa Fe Business Improvement District, City and County of Denver, Colorado was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Board Members/Advisors Present

Andrea Barela
Jack Pappalardo
Rusty Brown
Debbie Stoner

Board Members Not Present

Mark Landman
Cheryl Spector
Lindi Sinton

Community Members Present

Amanda Harden
Linda Seele
Susan Towell
Gabriella Arismendi
Aubrey Lavizzo
Mitch Stitmon
John Slaughter

October Minute Approval

October board minutes were reviewed and accepted. Approval of minutes was motioned by Rusty and second by Debbie, all were in favor.

Public Budget Hearing and Assessment Final Vote

The 2019 proposed budget was handed out. The tax announcements were sent to each property owner by mail prior to the meeting. A thorough review was given on each line item. 2019 budget is set at \$107,398. The BID will utilize the labor increase which added approximately 2% more to the budget over the prior year. BID has approximately \$50,000 in reserves. After public comment, Andrea proposed the following resolutions;

Resolution: SANTA FE BUSINESS IMPROVEMENT DISTRICT RESOLUTION: FIXING THE PROPERTY INFORMATION USED FOR CALCULATING THE 209 SPECIAL ASSESSMENTS OF THE SANTA FE BUSINESS IMPROVEMENT. Motioned first by Debbie, second by Rusty, all in favor.

Resolution: SANTA FE BUSINESS IMPROVEMENT DISTRICT RESOLUTION: CREATING LOCAL ASSESSMENT ROLL. A RESOLUTION AUTHORIZING THE IMPOSITION OF CERTAIN ANNUAL SPECIAL ASSESSMENT UPON REAL PROPERTY WITHIN THE BOUNDARIES OF THE SANTA FE BUSINESS IMPROVEMENT DISTRICT TO FUND DISTRICT SERVICES AS DESCRIBED IN THE OPERATING PLAN AND BUDGET, CREATING A LOCAL ASSESSMENT ROLL, AND PROVIDING FOR NOTICE OF ASSESSMENT TO BE MAILED TO PROPERTY OWNERS LISTED ON THE ASSESSMENT ROLL. Motioned first by Jack, second by Rusty, all in favor.

Resolution: SANTA FE BUSINESS IMPROVEMENT DISTRICT RESOLUTION: TO ADOPT 2019 BUDGET AND APPROPRIATE SUMS OF MONEY. A RESOLUTION SUMMARIZING A BUDGET, AND APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS IN THE AMOUNT AND FOR THE PURPOSES SET FORTH HEREIN FOR THE SANTA FE BUSINESS IMPROVEMENT DISTRICT, CITY AND COUNTY OF DENVER, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2019, AND ENDING ON THE LAST DAY OF DECEMBER, 2019. Motioned first by Rusty, second by Jack, all in favor.

Public budget hearing closed on November 20, 2019, at 3:28 pm.

Public Works Update-Gabriella Arismendi

Gabriella, the City's assigned project administrator with Public Works, was in attendance to communicate the progress on the street study and pilot/demonstration project and answer any questions. The goal will be to have the pilot project in place by the summer of 2019 and to provide a permanent solution for mobility on Santa Fe Drive. The demonstration project will focus on the 800 block to Colfax on Santa Fe Drive ([see attachment](#)). The pilot project will work to provide evidence that changes in street design can work successfully with the ultimate outcome of making changes permanent and allocate necessary funding to do so, irrespective of the pilot's location (understanding that any future permanent changes should also encompass the 600 & 700 blocks as well). The neighborhood task force list has been compiled and Gabriella is working with Andrea to figure out when and where the first meeting will take place, hopefully in the second week of December. The task force, the hired consultant and Public Works will work together to figure out what the pilot will be. The final evaluation of the project is done by the Director of Public Works and Denver's Mayor. The Mayor's desire is to increase access for all.

BID Director Discussion

The job description for the BID Director was reviewed and revised by Lindi, Cheryl and Andrea and BID Board members are to approve its release upon final review. Lindi would like it to be posted after Thanksgiving. BID ultimately recommended that the initial interviews be done by Andrea, Cheryl and Lindi to stay consistent. After initial interviews, they will have to narrow it down to two candidates to bring to the board, possible at a special meeting. BID would like to have a director by January. Rusty recommended that a constituent sits in on the interviews.

Email discussion will continue with BID board members.

Board Seats

Mark and Lindi will resubmit their applications to continue as BID Board members. Debbie brought Susan Taub as a potential BID Board member to replace her seat. Susan is a new property owner on the 600 block of Santa Fe Drive. Susan had the opportunity to introduce herself and her interest in serving on the BID board.

Jack also suggested the consideration of Shawn Patrick representing the 700 block and Erik Issac also from the 600 block.

Strategem Update

Andrea reached out to Strategem to create a contract for services and has not heard back but will make strides to hand over the accounting in the new year. This contract will be reviewed by Andrea and Jack. Andrea will work with Strategem to begin their services in the new year.

Andrea is also working to move current version of QuickBooks to QuickBooks online.

New Business/Old Business

Luminarias

Luminarias will be put out and showcased on December on First Friday which will be produced by NEWSED. Amy with the Art District has committed to assist with marketing. Luminarias will only be placed on the 700 & 800 hundred blocks this year. The same Mr. and Mrs. Clause that was used in the previous year will be hired to roam Santa Fe.

700 Block Electricity - East Side

Electricity on the East side of the 700 block was severed 10 years ago. Debbie contracted her personal electrician to locate the severed line which is believed to be in front of El Noa Noa. A street closure permit has been pulled to proceed with the work to locate and fix the break which will entail removing concrete. Debbie will keep us up to date on the project.

Aubrey and Amanda – Denver Inner City Parish Fundraiser

Denver Inner City Parish approached LPNA regarding their financial struggles. LPNA agreed to help the Denver Inner City Parish with a fundraiser by selling dinner tickets for \$20 that will be all profit for the Parish. The tickets are for meals that will be sold and delivered to the buyer's door. The caterer is Food Bridge located in at DHA Mariposa project on 11th and Osage. The goal is to raise over \$5000.

Public Safety

The new director of Public Safety Troy Riggs is doing research on different parts of Denver. They have divided Denver into 142 sectors to analyze and track data specific to those sectors. They gather data on the population and what are the community-specific needs. Public Works then finds resources to help the community. Aubrey would like to have a joint meeting to have Troy Riggs come to our neighborhood and gather information about La Alma's specific needs. Aubrey also would like to encourage property owners to come to the meeting to see how we can make the community stronger. [click here for more information](#)

Art District

Andrea had a meeting with Amy to discuss the future of the Art District. Andrea found out that the Art District still has not received the money from the company they hired to run the August First Friday event. Andrea and Amy were discussing that maybe BID and the Art District should be one entity in the future. Combining both entities could be a good thing for both organizations in terms of combined resources and influence. Andrea would like BID board members to think about it and readdress the issue at the beginning of the year.

John Slaughter- Pistol Whip

John would like the BID to attend his liquor license public hearing for his upcoming restaurant on 7th and Santa Fe Drive, Pistol Whip. BID board members motioned that Andrea attend the Pistol Whip hearing in favor of their license. It was motioned by Rusty, second by Jack, all in favor.

Meeting Adjourned

4:52 pm

Next Meeting

Tuesday, **December 18, 2018**, at 3:00 pm – Semple Brown, 1160 Santa Fe Drive